

Meeting Highlights

EPMO SDLC Workgroup

DAY: Wednesday, October 12 , 2011

TIME: 9:00 A.M. – 12:00 P.M.

LOCATION: DHHS Dix Campus/Anderson Bldg. Conf. #139

Meeting Called By:	SDLC Workgroup Members
Meeting Purpose:	Discuss recommended workflow with Sarah Porper, OSBM
Attendees:	<p>Present: Beau Garcia, Department of Insurance Chris Cline, NC Community College System Gaye Mays, Statewide Enterprise Project Management Office Cheryl Ritter, Department of Transportation (via phone) Arun Kumar, Department of Health & Human Services</p> <p>Not in attendance: Ann Tyndall, Department of Public Instruction Ronda Jones, Department of Public Instruction Michele Jackson, Department of Revenue Carolyn Broadney, Department of Transportation Subha Sridharan, Department of Health & Human Services</p>
Guests:	Sarah Porper, OSBM

The team reviewed the agile development process and recommended workflow with Sarah Porper, OSBM to gain her feedback. Beau reviewed the burndown chart and product backlog documents/process. Sarah was Ok with the process but expressed concerns with how the business case would be developed. Since agile development is not time bound, how can benefits be defined up front so that OSBM can approve the project? After much discussion it was determined that the business case would need to define benefits by module so that if the project was stopped before the entire vision was completed there would be benefits realized.

Beau advised that the “pilot agile project”; he hoped would be approved has been postponed for 14 months; however he does have an under \$500K project that we could use to validate the process. We need to get feedback from Kathy Bromead if she believes this would be beneficial. Gaye will discuss with Kathy.

The team determined that the review and discussion with Nevin Fouts and team regarding the 3002 document was not in scope for this effort.

The team agreed that the major effort for the team is complete until a pilot project can be implemented. We will keep the next meeting date of November 9, 2011 on the calendar and determine prior to the date if the meeting is necessary.

New action item list:

Discuss with Kathy Bromead if an under \$500K project can be used to test the process - Gaye

Follow-up with Kathy Bromead how to train/update the EPMO QA staff on agile processes – Gaye

How soon can the new workflow be set up in the PPM Tool - Gaye